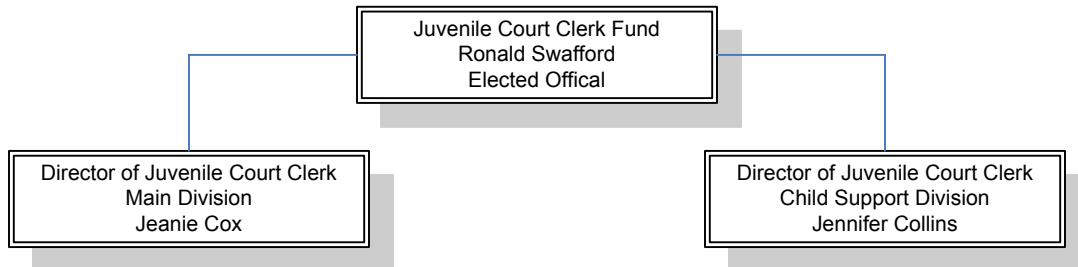


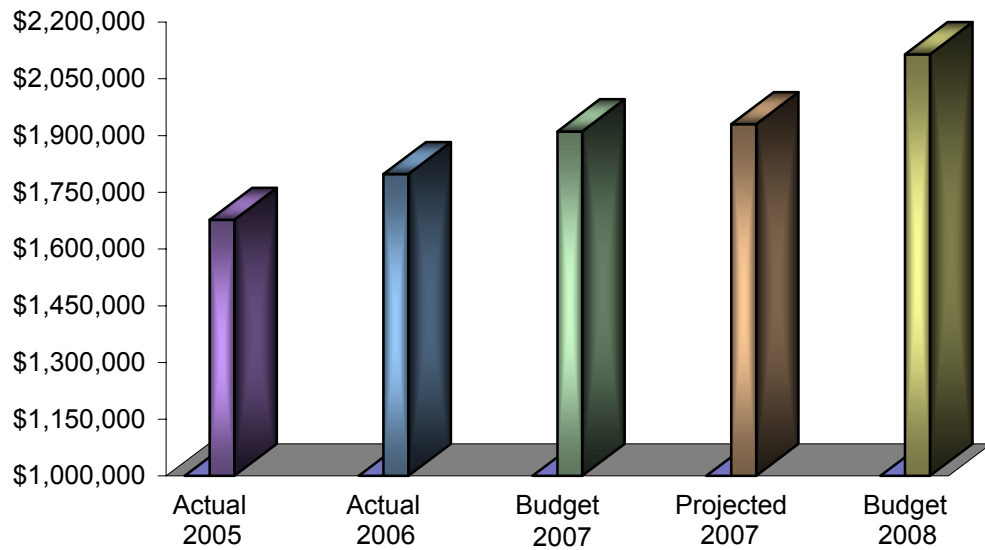
Juvenile Court Clerk Fund

The Juvenile Court Clerk Fund was established pursuant to Tennessee Code Annotated 37-1-211, which states that the Clerks of such special Juvenile Courts shall, under the supervision of the judge, keep all records of the court. It was by this authority the Juvenile Court Clerk Fund was established.

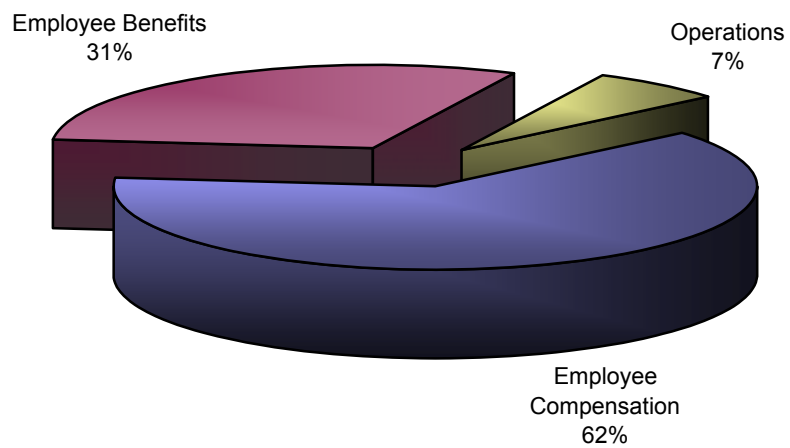


From left to right: Jeanie Cox, Ron Swafford and Jennifer Collins

Juvenile Court Clerk Fund Expenditures



FY 2008 Expenditures by Type



Juvenile Court Clerk Fund Budget Summary
SPECIAL REVENUE FUND
Schedule of Revenue and Expenditures

	Actual 2005	Actual 2006	Amended Budget 2007	Projected 2007	Adopted Budget 2008
<u>Revenues</u>					
Fees and Commissions	651,230	716,157	660,000	679,292	603,000
Fine, forfeitures and penalties	33,769	32,727	39,000	51,183	46,000
Investment Earnings	7,265	7,730	-	20,122	-
Miscellaneous	1,232	3,474	2,000	4,535	4,408
Interfund Transfers from other funds	1,013,230	1,137,679	1,209,967	1,209,967	1,461,632
Total Revenues	1,706,726	1,897,767	1,910,967	1,965,099	2,115,040
<u>Expenditures</u>					
Juvenile Court Clerk	1,036,250	1,101,948	1,132,229	1,176,444	1,267,103
Juvenile Court IV D Support	640,910	696,022	778,738	753,635	847,937
Total Expenditures	1,677,160	1,797,970	1,910,967	1,930,079	2,115,040
Excess of Revenues Over (Under) Expenditures	29,566	99,797	-	35,020	-
Beginning Fund Balance	305,234	334,800	434,597	434,597	469,617
Fund Balance at end of year	334,800	434,597	434,597	469,617	469,617

Juvenile Court Clerk – 6270

FUNCTION

The office of the Juvenile Court Clerk serves as a hub for processing and maintaining all legal documents for the Juvenile Court. The Clerk's Office collects court cost and fines that are placed in the County General Fund. The duties and responsibilities are numerous and varied, some of which are listed below:

1. Processing all legal documents filed in Juvenile Court
2. Maintain docket and minute books
3. Keeper of the records, presently maintain 88,320 files
4. Assigned approximately 7,733 new docket numbers.
5. Prepare approximately 2,200 new files per year
6. Prepare hearing dockets (approximately 40 per week with approximately 400 cases per week)
7. Provide deputy clerks for all Court hearings (Presiding Judge and three (3) full-time Referees)
8. Maintain financial records
9. Collect court cost, fines, bonds and restitution
10. Appoint attorneys as Orders for the Juvenile Court
11. Administer trust funds awards for minors (TCA 29-13-301 Part 3), and any other trust accounts as Ordered by the Court

PERFORMANCE OBJECTIVES

1. To provide professional, efficient and quality service to the Judges, Referees, Court Staff and to all the public that comes in contact with our office
2. To maintain the confidentiality of all records as set out in TCA 37-1-153

Expenditures by type	Actual 2005	Actual 2006	Budget 2007	Budget 2008
Employee Compensation	\$ 687,560	\$ 718,337	\$ 714,702	\$ 822,696
Employee Benefits	305,134	335,652	368,309	393,232
Operations	43,556	47,959	49,218	51,175
Total Expenditures	\$ 1,036,250	\$ 1,101,948	\$ 1,132,229	\$ 1,267,103

Authorized Positions	20.63	20.63	22.63	22.63
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Juvenile Court Clerk IV-D Support – 6271

FUNCTION

The office of the Juvenile Court Clerk serves as a hub for processing and maintaining all legal documents for the Juvenile Court. The Clerk's Office is currently billing the Tennessee Department of Human Services for the clerical duties it performs. These funds are placed in the County General Fund. The duties and responsibilities are numerous and varied, some of which are listed below:

1. Processing all legal documents filed for child support, paternity, consent, etc.
2. File all legal Court Orders and prepare all minute entries
3. Keeper of the records; presently maintains all legal files for approximately 27,900 cases.
4. Assigned approximately 2,000 new docket numbers.
5. Prepare hearing dockets (approximately 300 cases per week)
6. Provide deputy clerks for all Court hearings (Presiding Judge and three (3) full-time Referees)
7. Maintain financial records for the County, State and Federal Governments
8. Collect erroneous Child Support Payments, Purge Payments as Ordered by the Court and make disbursements to the Tennessee Department of Human Services

PERFORMANCE OBJECTIVES

1. To provide professional, efficient and quality services to the Judges, Referees, Court Staff and to all the public that comes in contact with our office
2. To maintain the confidentiality of all records as set out in TCA 37-1-153

PROGRAM COMMENTS

The Tennessee Supreme Court in an opinion of July 29, 1988, declared the office thereby be an elected office. The office of Juvenile Court Clerk in Hamilton County was established as a separate County department on November 2, 1988.

	Actual 2005	Actual 2006	Budget 2007	Budget 2008
Expenditures by type				
Employee Compensation	\$ 396,349	\$ 416,036	\$ 454,812	\$ 505,679
Employee Benefits	167,986	194,290	241,326	255,158
Operations	76,575	85,696	82,600	87,100
Total Expenditures	\$ 640,910	\$ 696,022	\$ 778,738	\$ 847,937
Authorized Positions	15	15	15	15

